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ôûÿÿ(###ÿÿ#####ÿ/#ÿÿd#####0##d#####Synopsisizing Orders

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#ôúÿÿ(###ÿÿ#####ÿ#ÿÿd#####d#####What is Synopsizing?

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is an abbreviated description of a procurement that is published in the Commerce  
Business Daily in advance of the procurement, along with the contracting  
officer's name, for the purpose of informing the commercial world of the  
opportunity to bid or submit an offer.#

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#D#@9###0####/ # @9###0####Ü###r#####Ü#####2##Y#üôÇ  
 \#####z###d#####d#####WHY-PC0 is required to  
Synopsisize the pre-solicitation notice in the CBD to ensure that maximum  
competition is obtained from interested parties iaw FAR Part 5.201.AC0's post  
award synopsis alerts potential subcontractor to business opportunities.  
Also mandated by FAR Part 5.301.#

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#ôúÿÿ(###ÿÿ#####ÿ#ÿÿd#####d#####Synopsisizing#When and Why

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y\#####z###d#####d#####WHEN-ACO Responsibilities:The ACO  
must verify that PCO has submitted pre-solicitation synopsis, prior to making  
award.The ACO must synopsise all BOA orders over \$25,000 which are likely to  
result in the award of any subcontracts or is subject to the Trade Agreements  
Act..

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#ôúÿÿ(###ÿÿ#####ÿ#ÿÿd#####d#####Who needs to Synopsise

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4#####z###d#####d#####For the purposes of DCMC CAOs  
all ACOs accepting a PCO's delegation to award an order against a Basic Ordering  
Agreement (BOA) that is anticipated to exceed \$25,000 and is likely to result in  
the award of subcontracts (FAR 5.301(a)) or is subject to the Trade Agreements  
Act, are required to synopsise the award in the CBD. Prior to making award of the  
order, the ACO MUST verify, via hard-copy documentation for the file, that the  
PCO has synopsized the order in a pre-solicitation notice in the CBD. Failure to  
submit the pre-solicitation notice is a clear violation of CICA. ACO must avoid  
compounding the violation by proceeding with award.

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 \#y#####z#yd#####d#####\_###FAR 5.203 Defines the required  
parameters for publication of the CBD notice in advance of issuance of the  
solicitation, and the parameters for the contractor's required response time  
from the date of solicitation's issuance to the closing date for submission of  
the proposal.Post Award Notices are to be made as soon as possible after award  
is made.#

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contracting officer need not submit the notice required by 5.201 (Synopsis)  
when:To do so would compromise national security (e.g. would result in  
disclosure of classified information).The contract action is made under  
conditions described under FAR 6.302-2, which permits the use of limited  
competition in instances of Unusual and Compelling Urgency. (Post Award synopsis  
is still required)A treaty with a foreign government(s) requires that the  
acquisition shall be made from specified sources only.(Post Award synopsis is  
still required).l

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"###EXCEPTIONS TO SYNOPSIS REQUIREMENT

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i#y#y####y#y#y#z#y#y#d#####d#####The contract action is  
expressly authorized or required by statute to be made through another  
Government agency, the SBA for example. (Post Award synopsis is still required).  
The contract action is for utility services to other than telecommunications  
services and only one source is available.The contract action is being placed  
under FAR 16.5, Indefinite delivery type contracts, for example.The contract  
action results from acceptance of a proposal under the Small Business Innovation  
Development Act of 1982 (Public Law 97-219).

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#ôúÿÿ(###ÿÿ#####ÿÿd#####d#####""###EXCEPTIONS TO SYNOPSIS REQUIREMENT

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\\#####z###d#####d#####İ###The contract action involves  
an unsolicited research proposal demonstrating a unique and innovative concept  
which would be compromised through advertising.The contract action is for  
perishable substances.The contract action is made under conditions described in  
FAR 6.302-3, or 6.302-5 with regard to brand name commercial items for  
authorized resale, or 6.302-7, and advance notice is not appropriate or  
reasonable. (Post Award synopsis is still required).e

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"###EXCEPTIONS TO SYNOPSIS REQUIREMENT

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 \#y#y####y#y#y#z#y#y#d#####d#####+###The contract action is made by  
a DOD agency and will be made and performed outside the USA, its possessions, or  
Puerto Rico, and only local sources will be solicited. Post Award synopsis is  
still required).The contract action is anticipated to exceed \$25,000 but not the  
SAP threshold of \$100,000, and will be made via FACNET by a FACNET Certified  
Activity.The contract action is for an amount at or below \$250,000 and is made  
through FACNET after Government-wide FACNET has been certified pursuant to FAR  
4.505-3. Post Award synopsis is still required).#

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under the terms of an existing contract (Not A B0A) that was previously  
synopsized in sufficient detail to comply with FAR 5.207.The contract action is  
made under conditions described in FAR 6.302-3, with respect to the services of  
an expert to support the Federal Government in any current or anticipated  
litigation or dispute.The head of the agency determines in writing, after  
consultation with the Administrator for Federal Procurement Policy and the  
Administrator of the Small Business Administration, that advance notice is not  
appropriate or reasonable.

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 \#y#y###y#z#y#d#####d#####Preferred Methodology is via  
the Net. Getting Started: 1. First time advertisers must establish a CBD  
billing address code (CBAC) with Government Printing Office's (GPO) Accounts  
Receivable Office. This office can be reached Monday through Thursday from 7:30  
a.m. - 5:00 p.m. EST at: Toll Free 1-800-567-8476 2. GPO will  
issue applicant a CBAC and a password, for access to the CBD website. Applicant  
must supply its office address and billing address, if the two are different.

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\#y#####y#y#d#####d#####÷###GPO will issue applicant a  
CBAC and Password for access to CBD website. Applicant must supply office address  
and billing address , if the two are different. Preferred payment method is via  
the VISA IMPAC card. The charge per submission is \$5.00.a

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http://cbdnet.access.gpo.gov/password.html - this is the CBD CBAC/PASSWORD web  
page.Type in your CBAC number and Password (lower case) assigned by the GPO  
Accounts Receivable Office in the appropriate boxes. Next, choose the  
[submission type] required from the pull-down menu. In this case the choice must  
be [AWARD NOTICE.] These two fields constitute the first data block.The data  
entry screen for Award Notices will now appear on the screen. #

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#0úÿÿ####ÿÿd#####d#####%###SUBMISSION WALK THROUGH  
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##ã###The next three fields are already completed. Block 2 contains the date,  
block 3 the year and block 4 the GPO billing account code (CBAC).Block 5 -ZIP  
code must be completed.Block 6- Asks for a Classification Code which can be  
found at FAR 5.207(g) 1. for []Services[] and (g)2 for []Supplies.[]Block 7 -The  
Office Address is next.Block 8 -The Subject- Here you must insert the  
classification code entered in Block 6, followed by two hyphens, and a brief  
description of the synopsis.#

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for different categories of CBD notices. Block 11 - CONTACT Points - Here is  
where the POC for the action is listed, I.e. Jane Doe, Contract Specialist,  
DCMC, NY (718)xxx-xxxx.Block 12 - Award Number - your organization's reference  
number.Block 13 -Contract Award Dollar amount (insert an \$ before the digits)  
Block 14 - Contract Line Item Number

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8#####z##d#####d#####Block 15- Contract Award Date  
(mmddyy)Block 16- Contractor -name and address of awardee.Block 17-ReservedBlock  
18 - Web Link - optionalBlock 19 - Description of Web Link -optionalBlock 20 -  
E-Mail Link - the E-mail address of an agency point of contact -  
BVN#@pexnyork.dcrb.dla.milBlock 21 - Description of E-Mail Link - Give name and  
function of PCO - Jane Doe, ACO.Hit the  button and your action is  
completed.

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Synopsis will be made via the Government IMPAC Card, it is necessary for the  
purposes of reconciling the IMPAC invoice charges with the actual costs incurred  
to maintain a log of Synopsizing actions issued on a monthly basis.The following  
Data should be included in the log: CBD Document Number issued when the  
submission is accepted.The contract number, The Name of the issuing employee and  
the date of issuance.A copy of the monthly log must be submitted to the  
cognizant administrative POC responsible for reconciling the IMPAC account.

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